

ADMINISTRATIVE - INTERNAL USE ONLY

11 February 1986

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting with the Ex/Dir

STAT At the request of D/OIT, I had a meeting with [] to
STAT discuss his ideas on an Executive Decision Support System for the
STAT Agency. Reference material included a recent trip to IBM in
Rochester, N.Y., and a paper produced by [] "O/DCI
Information Technology 5-Year Plan". The meeting began with Mr.
[] stating that his recent approach to automating the Agency's
senior managers from the top down wasn't the right approach.
Based upon the information he obtained from the IBM trip, he
should start with the secretaries. He stated with the recent
policy regarding secretaries, there would be leverage to encourage
STAT secretaries to obtain the necessary skills to operate a PC and its
associated software. He indicated that " [] group" would be
assisting in easing the cultural shock by providing hands on
consulting and assistance in this effort. He basically wants to
"penetrate" the 6 or 7 independent offices on the 7th floor.

With regard to the more substantive areas he indicated that we
would eventually get the executives on in 2-3 years. I stated
that I could help speed up that process and in fact looked upon it
as an opportunity considering our efforts in the Corporate
program. I described the situation as a learning process. We
would be gaining an understanding of what the 7th floor needed as
we were constructing the foundation of the corporate program. He
agreed. He told me there were five areas we should concentrate
on: recruitment status, the SIS bio's, the Budget (problem areas
and important pending decisions), Congressional relationships (thru
OLL), and the Executive Secretariat (action items, director's mail
and calendar). Some of this data is probably already available in
the "basement" other would require input.

I described an approach which was "Tell and Show". OIT would
interview several Agency managers ("tell") and then we would
develop a prototype and "show" the contributors the results. They
would then "tell" us if it was useful to them in conducting their
business. If not, we'd try again or modify it, if so we would
plan on incorporating it into the future system. We both agreed

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that the effort would require no more than 1-2 resources. He stated that he had \$100-200K per year to spend (but that this would cover both our efforts and [redacted]). He suggested that I talk to Dick Kerr, Jim Hirsch, Danny Childs, [redacted] [redacted] I then proposed that I talk to all of the above and then come back to him with some ideas and a plan. He agreed.

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The bottom line here is that we are in charge and have to develop a sellable product. He is not taking ownership. I indicated that I would do the development on a stand-alone PC (not constrained by our current environment) and all work (if accepted) would eventually be put on a network with secure ties to the corporate arena (if needed). He agreed. I will identify and individual in MISG to go with me to all subsequent interviews and write up a proposal. In that proposal (which we will make to Mr. [redacted]) we will outline an approach (similar to what I proposed, but with real ideas gained from the interviews). discuss resources, and raise issues as we seem them. [redacted] is my choice for the next stage.



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